Council on Technology Services

Minutes

March 8, 2001
WorldCom, Ashburn, VA
9:30 a.m. -- 12:00 p.m.

Attendance

<u>Members:</u>

Chairman Donald W. Upson (Secretary of Technology; Hud Croasdale for Erv Blythe (Virginia Polytechnic Institute and State University); Bette Dillehay (Office of the Secretary of Technology); Scott Fairholm (Department of Information Technology); Jan Fatouros (Department of General Services); Chip German (University of Virginia); Joy Hughes (George Mason University); Ken Mittendorff (Supreme Court of Virginia); David Molchany (County of Fairfax); Lan Neugent (Department of Education); Bob Pontius for Jim Peters (Virginia Employment Commission); Naseem Reza (Virginia State Police); Jerry Simonoff (Department of Technology Planning); Paul Timmreck (Virginia Commonwealth University); and Executive Director David Nims (Electronic Government Implementation Division).

<u>Presenters, Guests, and Representatives:</u>

Ron Bell (Department of General Services); Leslie Carter (Department of Information Technology); Tom Flanagan (WorldCom); Bruce Gordon (Department of Information Technology); Paul Lubic (Department of Technology Planning); Wayne Robertson (Department of Information Technology); Constance Scott (Electronic Government Implementation Division); Randy Stephens (Electronic Government Implementation Division); Jamie Wasilewski (WorldCom); Mark Willis (Virginia Commonwealth University); and Jenny Wootton (Electronic Government Implementation Division).

<u>Members Absent:</u>

Erv Blythe (Virginia Polytechnic Institute and State University); Cheryl Clark (Department of Motor Vehicles); Ray Davis (Department of Game and Inland Fisheries); Patti Higgins (Department of Tax);

Bill Landsidle (Department of Accounts); Gerry Pacyna (State Corporation Commission); Jim Peters (Virginia Employment Commission); David Sullivan (City of Virginia Beach); and Bill Wilson (Division of Legislative Automated Services).

Welcome and Opening Remarks

Secretary of Technology Donald W. Upson welcomed everyone and thanked MCI WorldCom for hosting the COTS meeting. The Secretary had spoken recently at a virtual government conference and noted that most of the issues that were of interest to national and international leaders are of interest to the Commonwealth. The Secretary described the notion of citizen perception of government at the federal, state, and local levels. Citizens perform few transactions at the federal level (taxes and grants), several at the state level (driver's licenses, vehicle registration, taxes), and the vast majority at the local level (permits, schools, records, licenses, utilities, parks, traffic tickets). eGovernment at the federal level should be about two things: interdepartmental transactions and intergovernmental transactions. eGovernment at the state level should provide for a mix of interdepartmental, intergovernmental, and citizen transactions.

At the local level, the eCommunities Initiative creates a blueprint for all localities to use. "MyVirginia" defaults to your community or local property tax jurisdiction, and divides information and transactions into four areas: business, government, education, and community. MyVirginia can be customized and personalized. The eCommunities Task Force meets next week and has developed six principles:

1. Individuals want to participate in the prosperity and growth of the information economy.
2. Local government should lead.
3. The electronic community provides a spectrum of government, education, and business services and content.
4. The electronic community should be accessible to all.
5. An electronic community must recognize community identity, culture, and values.
6. Virginia communities should work in concert to develop flexible, simple standards that will aid in the completion of a Commonwealth-wide eCommunities environment.

If local governments leave this meeting and adopt these principles, we would have created the first enterprise-wide attempt to lead to an electronic environment. What might be COTS role? To put forward recommendations to help move the initiative forward, such as a three-year task force made up of government, business, and education representatives with state-appointed statutory powers to oversee the implementation of the eCommunities initiative. Secretary Upson encouraged COTS members to attend the eCommunities meeting in Charlottesville on March 14.

Meeting Objectives

- Presentation on the Enterprise Architecture initiative.
- COTS Workgroup updates.

- eGovernment Implementation Division status report.

Approval of minutes

The minutes of the January 18, 2001, COTS meeting were approved, and the final minutes will be posted to the COTS website.

Update on eVA–electronic procurement in Virginia

Ron Bell from the Department of General Services provided a briefing on eVA–Virginia's electronic procurement solution. The full presentation can be viewed at www.sotech.state.va.us/cots.

Approximately 200 vendors have signed trading partner agreements, which will give Virginia the opportunity to collect data. DGS is sensitive to and supportive of the need to encourage minority- and women-owned businesses to become involved. The opportunities for all businesses registered on eVA extend beyond sales of products and services to the Commonwealth. The vendor catalogs are available to the Commonwealth and to all participants in the network–more than 30,000 buying communities. Vendors can specify to which geographical locations solicitations can be sent. In test now is a bid list to go out and stratify queries and bring down mailing lists for distribution in a specific environment.

DGS and its vendor partners have worked hard to ensure the templates are simple, easy to use, and quick. COTS role in helping make eVA a success is to advocate for using the system. DGS has conducted roadshows throughout the state to raise awareness. Letters to agency heads will be sent. DGS is also working with small groups to solicit information and input. DGS anticipates there will be savings from using eVA.

COTS Workgroup Updates

Communications. Joy Hughes reported that the Communications Workgroup submitted an application for COTS to the Innovations in American Government Award offered by Harvard and The Ford Foundation. The application developed a rationale for why Virginia believes COTS is the top program in the country. The semi-finalists will be announced at the end of March. The winner receives $100,000.

Digital Signatures. Chip German reported that the Digital Signatures effort was on track until mid-January when fulltime project manager departed. The Workgroup is in the process of adjusting the project schedule and plan in light of resources and relationships with other COTS/eGOV efforts, particularly enterprise architecture, administrative applications, and the CoVA intranet. The procurement documents are near completion, though most early adopter requirements are incomplete and the overall strategy for packaging the procurement(s) is being resolved. The lead digital signature deployment will be the lobbyist disclosure statement process for the Office of the Secretary of the Commonwealth. The General Accounting Office released a report last month that validates the conclusions of the Workgroup, particularly concerning interoperability features for certificates.

COTS Executive Committee Update

Mr. Nims reported on behalf of the COTS Executive Committee. The Committee has met twice since the last full COTS meeting in January, and continues to work on the examination of COTS Workgroups and relationships to each other and full COTS. The Committee is examining ways to carry forward egovernment initiatives and provide coordination.

Electronic Government Implementation Division Status Report

Bette Dillehay presented a status report on the Electronic Government Implementation Division in terms of discussions held during Executive Committee sessions. The complete presentation can be viewed at www.sotech.state.va.us/cots.

EO 65 goes beyond specific initiatives and leads to eGovernment in the Commonwealth. The Electronic Government Implementation Division cannot be successful without interaction and convergence of effort with COTS. A cooperative approach will mean greater success for the Division and for COTS. In the last months, discussions of the intersections among the initiatives have taken place, and the ability of EO 65 to put Virginia in the forefront and provide essential focus. States that do not have a central focus tend to be more chaotic.

Upon conclusion of the presentation, Secretary Upson provided remarks. He emphasized that the Governor is interested in achieving economies of scale, efficiencies, eCommunities, and economic development priorities rather than in individual initiatives. Simplicity and flexibility are the key words, and it is up to COTS to institutionalize eGovernment concepts and principles for the next Secretary of Technology.

The funding for the Electronic Government Implementation Division was created administratively and extends through the current fiscal year. Beyond that there is a large question mark.

Due to time constraints, the presentation on Enterprise Architecture was deferred to the May 17 meeting.

Secretary Upson announced that Scott Fairholm is the new director of the Department of Information Technology. PricewaterhouseCoopers is conducting an eReadiness Assessment of DIT, which is examining what the organization does, what it needs to do, and how it should be organized. The evolution at DIT is not about eliminating jobs–it is about changing to be more responsive to customer's needs.

Mr. Fairholm stated that in the three weeks he has been leading DIT many discussions about these issues and DIT's role have occurred. The needs of the enterprise as well as the needs of the customers needs are important. Both types of needs must be addressed. How? PWC is identifying larger enterprise issues and framework constructs and how DIT serves each individual agency and the enterprise as a whole.

Presentation from WorldCom

Jim Nystrom welcomed everyone to WorldCom and the training facility, and introduced Tom Flanagan, Senior Vice President of Application Engineering at WorldCom. Mr. Flanagan delivered a presentation on Internet, IP Services, and Future WorldCom Products. He described the evolution of WorldCom and future technology directions, such as Internet-enabled radios and "smart" soda machines for inventory management, and WorldCom's recent acquisition of UUNET.

New Business/Public Discussion/Closing Remarks

The next COTS meeting will be hosted by Mary Washington College in Fredericksburg, with the assistance of Carol Martin, on May 17.

The Department of Technology Planning has prepared several documents for COTS' review on behalf of the Enterprise Architecture Workgroup. The documents were distributed to the COTS members.

The Commonwealth of Virginia Information Technology Symposium (COVITS) 2001 will be at Virginia Military Institute in Lexington, Virginia, from September 25-26. VMI is preparing an initial mailing, and themes, the agenda, and potential speakers are being explored.

The PC Hardware contract has encountered legal difficulties. DIT is working to resolve the legal issues.

Adjourn

The meeting was adjourned at 12:00 p.m.

Next Meeting

May 17, 2001
9:30 a.m. -- 12:00 p.m. COTS business meeting
Mary Washington College, Fredericksburg, VA

Respectfully Submitted,

Jennifer L. Wootton
Electronic Government Implementation Division